

## BUNNINGS BBQ - INFORMATION SHEET

**Scouting is a voluntary, educational movement that aims to encourage the development of young people. Fundraising is an essential element of Scouting. At 1st Ermington it allows us to fully support our volunteer Leaders by providing a well maintained hall, funds for necessary equipment purchases and equipment maintenance costs, so our youth members can participate in outdoor activities, and provides funds to subsidise major event attendance.**

All non-Leader families are rostered onto the BBQ. To assist us with rostering please advise your preferred shift, and let us know if there are shifts you cannot assist with due to other commitments. Please let us know asap if your allocated shift is unsuitable so that we can move you to another shift or find a replacement family for this shift. Letting us know asap assists us to avoid last minute urgent emails to the Group and inconveniencing other family arrangements.

### **BBQ Shift Requirements**

- Scout members in attendance should wear full Scout uniform as this provides great recognition in the community.
- All volunteers must wear closed in shoes - no open toed shoes, sandals or thongs are permitted. Long hair is to be tied back.
- No children under 15 are permitted to operate any equipment. Under the Food Handling Act children are not permitted to handle the food at the BBQ. They can take orders/money and serve drinks.
- All food products either raw or cooked must not be handled with bare hands.
- Separate equipment must be used for cooked and raw products.
- People handling food must wear gloves and not handle the money.
- All rubbish must be taken back to the Scout hall and placed in our bins.
- The BBQ Checklist must be completed and is to be left at the Service Desk prior to leaving with funds raised.

### **Shift Times**

At least two families (consisting of at least one adult per family) are rostered on for each shift. We roster an extra family on the 11.30am - 1.30pm shift to cover the lunch rush. The 1.30pm – 3.30pm shift will need to help carry gear back to the hall at the end of their shift.

7.30am - 9.30am  
1.30pm - 3.30pm

9.30am – 11.30am  
3.00pm + clean up

11.30am - 1.30pm

## Shift Specific Information

7.30am - 9.30am	<ul style="list-style-type: none"><li>• Arrive at hall 7.30am sharp and load your vehicle with all the BBQ gear (food, drinks, utensils, accessories, float etc.) all of which will be laid out ready at the hall. Our current BBQ Purchaser/Committee member will be there to help.</li><li>• On the way to Bunnings someone might need to purchase 3-4 bags of ice. Any receipts for ice or other expenses are to be left in the cash tin to enable us to reimburse you. Make sure you note your name and contact number on the receipt.</li><li>• On arrival at <b>Bunnings</b>, the <b>BBQ</b> &amp; gazebo should already be out the front ready for you to begin set up. If you find this is not the case, please go &amp; ask a Bunnings staff member to assist you.</li><li>• Set up <b>BBQ</b>. Refer to <u>COMMUNITY BBQ OPENING PROCEDURE</u> taped to the outside of the BBQ boxes. Make sure you line the fat drip bucket with a plastic bag and newspaper/paper towel, get drinks &amp; meat on ice, set up your workstation. We have 6 brown serving trays (like the ones you see at food courts) that can be used to serve the sausage sandwiches to customers.</li><li>• Barbequing <b>MUST</b> begin by 8.30am.</li></ul>
9.30am – 11.30am 11.30am - 1.30pm 1.30pm - 3.30pm	<ul style="list-style-type: none"><li>• <b>Current shift to ring someone on the next shift to bring in supplies if needed.</b> Ice often needs to be replenished throughout the day. A copy of the roster is in the box of cleaning products for the BBQ.</li><li>• Please arrive 10 minutes before your shift is due to start to assist with shift hand over.</li><li>• Bunnings requires that the BBQ be available till 4.00pm. If we sell out of sausages between 3.00 - 3.30pm we can start the closing procedure. If we sell out prior to 3.00pm we are required to purchase more supplies. Aldi Rydalmere and Woolworths Ermington are the closest stores.</li></ul>
3.00pm + clean up	<ul style="list-style-type: none"><li>• At the end of the final shift for the day, all our BBQ gear &amp; food/drinks is to be packed up into volunteers cars. <b>We need the 1.30 - 3.30pm shift to help transport gear back to the hall.</b></li><li>• The <b>Bunnings BBQ</b> is to be cleaned. Refer to <u>COMMUNITY BBQ CLOSING PROCEDURE</u>. We must ensure that the BBQ plate is well cleaned and the BBQ area is left clean and tidy. How well we do this is considered when we are booking in future BBQs.</li><li>• The BBQ Checklist which is held at the service desk must be completed prior to leaving. We must include funds raised details on this form before we leave. See the BBQ info folder for a copy of the profit sheet to assist you with working this out.</li><li>• Please note that when carrying the cash tin you need to lock it so that the tin remains closed.</li><li>• Return to the hall, put away food, rinse out eskies, and clean equipment used. Take used aprons, tablecloths and tea towels home for laundering.</li><li>• Return the bread crates to supplier.</li></ul>

**Thank you for your continued support of 1st Ermington Scouts.**